

WPS-PLUS on VMS V3.1 Addendum

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This addendum supplements the chapter on word processing in *WPS-PLUS on VMS*.

WPS-PLUS/VMS V3.1 has two new document transfer options that convert DECwrite™ files to WPS-PLUS format and WPS-PLUS files to DECwrite format so you can exchange WPS-PLUS and DECwrite documents.

The new options, which appear on the Document Transfer menu, are:

1. RVD Receive a document from VMS in DDIF™ format
2. SVD Send a document to VMS in DDIF format

DECwrite to WPS-PLUS Conversion

To convert a DECwrite document to WPS-PLUS format and transfer it into the WPS-PLUS File Cabinet:

1. Enter RVD at the Document Transfer menu.
2. Enter the VMS file name for the DECwrite file.
3. Enter information for the new document.

You will not see any graphics or DECwrite element attributes on the screen when you read the converted document. You will see only text along with control blocks that contain references to DECwrite element attributes. (These element attributes will be restored when the document is converted back to DECwrite format.) You have no way of identifying or editing those attributes, however, so it is best to avoid editing the control blocks. If you accidentally delete a control block then convert the document back to DECwrite format, the document will not be formatted correctly when you do DECwrite editing.

Controlling DECwrite to WPS-PLUS Conversion

To use an options file to control conversion:

1. Enter keywords into an options file to instruct the converter.
2. State the name of the options file on the /OPTIONS= qualifier when you do the conversion. For example, after entering RVD you might enter the following in the VMS File Name field to start conversion:

```
[DIRECTORY]FILENAME.DDIF/OPTIONS=[DIRECTORY]STYLE.OPT
```

™ DECwrite is a new DIGITAL trademark.

™ DDIF is a new DIGITAL trademark. DDIF stands for Digital Document Interchange Format.

Table 1 shows the keywords you can include in the options file.

Table 1: Options File Keywords: DECwrite to WPS-PLUS

Keyword(s)	Action
DX [NO]STYLE_REFERENCE DX [NO]ELEMENTS	<p>Together, these keywords tell conversion whether to save DECwrite element attributes in a style reference document. The defaults are DX STYLE_REFERENCE and DX ELEMENTS, which save element attributes. If you re-convert the document to DECwrite format, element attributes are inserted from the style reference document. If you do not plan to re-convert the document to DECwrite format, you can choose not to save element attributes. When you read or edit the document, you will see text only—no control blocks. To avoid saving element attributes, use:</p> <p>DX NOSTYLE_REFERENCE DX NOELEMENTS</p>
DX [NO]STYLE_GUIDE	<p>Tells conversion whether to convert certain DECwrite element attributes to WPS-PLUS attributes. Included are tab stops and underlines stored in a style guide. DX STYLE_GUIDE converts them, but the default is NOSTYLE_GUIDE. If you have saved tab stops in a style guide, use DX STYLE_GUIDE.</p>
DX [NO]EXTERNAL	<p>Tells conversion whether to save graphics and images in external files. The default is to save graphics and images. NOEXTERNAL ensures that the converted document does not contain control blocks that point to graphics. If you convert the document back to DECwrite format, the resulting document will contain no graphics.</p>

(continued on next page)

Table 1 (Cont.): Options File Keywords: DECwrite to WPS-PLUS

Keyword(s)	Action
DX LOG_FILE=filespec	Creates a log file that contains errors and informational messages from conversion and assigns it a name. By default a log file is created only if there are errors. The log file has the same directory and name as the file being converted and it has a .LOG extension.

Restrictions on Conversion to WPS-PLUS

The following features of a DECwrite document are lost in the conversion process:

1. Center tabs
2. Leaders

Conversion to WPS-PLUS: Error Messages

The following error messages can occur when converting a DECwrite document:

DXB-E-FAIL_OPENDX, Could not open the DX file: 'file-name'

Severity: Error

Explanation: This message indicates that a DX file could not be created.

User Action: Make sure the DX file specification is valid.

DXB-W-INVALID_RULER, Ruler number 'n' is invalid

Severity: Warning

Explanation: The entire ruler has been ignored because it contains an invalid right margin, left margin, or tab type. The rest of the document has been converted.

User Action: Fix the invalid setting in the ruler, then run the converter again.

DXB-W-MAXTAB, Ruler number 'n' has 'nn' too many tabs. They have been ignored

Severity: Warning

Explanation: The ruler has more than the maximum number of tab stops allowed. They are ignored. The rest of the ruler has been processed.

User Action: Modify the ruler and run the converter again.

DXB-W-TABLE_ERR, string 'n' not recognized in table

Severity: Warning

Explanation: The DDIF file contains an unrecognizable string.

User Action: File a QAR. Include the unrecognizable string and the DDIF file.

DXB-I-ERROR-LOG, Errors logged in 'file-name'

Severity: Information

Explanation: Notifies the user that there are errors.

User Action: Read log file.

DXB-S-COMPLETED, The DX/DDIF Conversion has completed

Severity: Success

Explanation: The converter has completed the first step of the conversion process (conversion to DX format) and has exited successfully.

User Action: None.

DXB-S-LOG_CREATED, The log file 'file-name' has been created

Severity: Success

Explanation: Gives the name of the log file.

User Action: None.

DXB-S-OUT_CREATED, The output file 'file-name' has been created

Severity: Success

Explanation: Gives the name of the output file.

User Action: None.

WPS-PLUS to DECwrite Conversion

To convert a WPS-PLUS document to DECwrite format and transfer it to VMS:

1. Check that the document to transfer appears in the Current Document Block.
2. Enter SVD at the Document Transfer menu.
3. Enter a VMS file specification for the DECwrite document.

When you edit the converted document with DECwrite, any WPS-PLUS control blocks still will appear in the DECwrite document as 18-point text but they will have no effect. To retain the functions represented by the control blocks, you must manually apply the corresponding DECwrite function, delete the control block text, and reformat the DECwrite document.

Controlling WPS-PLUS to DECwrite Conversion

To control WPS-PLUS to DECwrite conversion:

1. Enter keywords into an options file to give instructions to the converter.
2. State the name of the options file on the /OPTIONS= qualifier when you do the conversion. For example, after entering SVD you might enter the following in the VMS File Name field to start conversion:

```
[DIRECTORY]FILENAME.DDIF/OPTIONS=[DIRECTORY]STYLE.OPT
```

Table 2 shows the keywords you can include in the options file.

Table 2: Options File Keywords: WPS-PLUS to DECwrite

Keyword(s)	Action
DX [NO]CONTROL_BLOCK	Tells conversion whether to preserve WPS-PLUS control blocks in the DECwrite document. The default is to preserve them.

(continued on next page)

Table 2 (Cont.): Options File Keywords: WPS-PLUS to DECwrite

Keyword(s)	Action
DX [NO]STYLE_REFERENCE DX [NO]ELEMENTS	Tells conversion whether to restore element attributes from a style reference document if one was created when converting the original DECwrite document to WPS-PLUS. The default is to restore element attributes. Use DX NOSTYLE_REFERENCE and DX NOELEMENTS if you did not save element attributes when you converted the document to WPS-PLUS format or if you do not want to restore them now.
DX [NO]EXTERNAL	Tells conversion whether to restore graphics from any graphics files created when converting the original DECwrite document. The default is to restore them.
DX LOG_FILE=filespec	Creates a log file that contains errors and informational messages from conversion and assigns it a name. By default a log file is created only if there are errors. The log file has the same directory and name as the file being converted and has a .LOG extension.

Restrictions on Conversion to DECwrite

The following features of a WPS-PLUS document are lost in the conversion process:

1. Hyphenation zone ruler settings (H)
2. Paragraph markers (P) unless you have used them to start paragraphs with GOLD PARA
3. PAGE MARKERs

WPS-PLUS to DECwrite Error Messages

These messages may occur when converting a WPS-PLUS document:

DXF-E-NOOP-COMPLETED, No output data processed

Severity: Error

Explanation: Processing is not completed because of errors.

User Action: Read accompanying error messages.

DXF-E-FAIL_OPEN, Could not open the file: 'file-name'

Severity: Error

Explanation: This message indicates that a file could not be found or could not be opened.

User Action: Make sure the file is in the proper directory and has the correct file protection.

DXF-E-DX_INVALID, The DX file has an invalid header/ruler format

Severity: Error

Explanation: The DX file has an invalid header record.

User Action: Recreate the DX file.

DXF-W-INVALID_RULER, Ruler number 'n' is invalid

Severity: Warning

Explanation: The entire ruler has been ignored because it contains an invalid DX ruler setting. The rest of the document has been converted.

User Action: Fix the invalid setting in the ruler, then run the converter again.

DXF-W-MAXTAB, Ruler number 'n' has 'nn' too many tabs. They have been ignored

Severity: Warning

Explanation: The ruler has more than the maximum number of tab stops allowed. They are ignored. The rest of the ruler has been processed.

User Action: Modify the ruler and run the converter again.

DXF-W-REND_ERR, Error using rendition 'rendition-command'

Severity: Warning

Explanation: The DX file contains an erroneous rendition command.

User Action: File a QAR. Include the rendition and the DX-formatted file.

DXF-W-TABLE_ERR, DX command sequence 'command' not recognized
in table

Severity: Warning

Explanation: The DX file contains unrecognizable data. Your
input file is converted to DX format as a first step.

User Action: File a QAR. Include the name of the DX command
sequence and the DX-formatted file.

DXF-I-ERROR-LOG, Errors are logged in 'file-name'

Severity: Information

Explanation: Notifies the user that there are errors.

User Action: Read log file.

DXF-S-OP-COMPLETED, Output data processing completed

Severity: Success

Explanation: Output processing is completed.

User Action: None.

DXF-S-COMPLETED, The DX/DDIF Conversion has completed

Severity: Success

Explanation: The converter has completed and has exited success-
fully.

User Action: None.

DXF-S-IN_CLOSED, The input file 'file-name' has been closed

Severity: Success

Explanation: The input file named in the message is closed.

User Action: None.

DXF-S-LOG_CREATED, The log file 'file-name' has been created,

Severity: Success

Explanation: Gives the name of the log file.

User Action: None.

For More Information

For more information about conversion, see the following documentation:

- *Converters Reference Guide (contained in the DECwrite documentation set)*
- *Getting Started with the CDA™ Converter Library*
- *Guide to the CDA Converter Library*
- *VMS Compound Document Architecture Manual*

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Document Transfer with Other Systems

You can transfer documents to and from other computer systems:

- If you have a supported workstation, you can transfer documents between your workstation and the WPS-PLUS File Cabinet.
- If you have access to VMS you can transfer documents between your WPS-PLUS File Cabinet and your VMS directories.

Transferring documents enables you to:

- Save space in your File Cabinet by storing documents you do not use often on diskettes
- Keep backup copies of important documents
- Keep documents confidential by setting security protections on VMS files, or locking away diskettes
- Share documents with other VMS users

Document Transfer Menu

The Document Transfer menu lists the options for transferring documents. To display this menu:

Enter **DT**.

Table 7-1 describes the options on the Document Transfer menu. The options are explained in more detail after this table.

Table 7-1 Document Transfer Menu Options

Option		Action
Select	SEL	Selects a document to transfer.
Receive a document from DEC workstation	RD	Copies a document from a workstation diskette to your File Cabinet.
Send a document to DEC workstation	SD	Copies a document from your File Cabinet to a diskette on your DEC workstation.
Receive a document from VMS	RV	Copies the contents of a file in your VMS directory to a document in your File Cabinet.
Send a document to VMS	SV	Copies a document from your File Cabinet to a file in your VMS directory.

Transferring Documents to and from DEC Workstation

You can copy a document to or from your DEC workstation if your workstation is:

- Any DECmate except a DECmate I
- A supported personal computer running WPS-PLUS/DOS V2.0 or later

The workstation must have Easycom communication software installed.

To transfer to and from a DECmate, you must use a DECmate II or III which is running WPS V2.1 or later and you must log on to your WPS-PLUS account through the DECmate CX option.

Receiving Documents from a DEC Workstation (RD)

Use the Receive a document from DEC workstation (RD) option to copy a document from your workstation to your WPS-PLUS File Cabinet. You receive a copy of the workstation document, filed in the folder you specify. You then have a copy of the document on the workstation diskette and in the File Cabinet.

To copy a document from your workstation to your WPS-PLUS File Cabinet:

- 1 Enter **RD**.
- 2 Enter the title or number of the document you want to transfer from your workstation.
- 3 Enter the number of the drive containing the diskette that stores your workstation document.
- 4 Enter your workstation password if necessary. For more information about passwords, see your workstation documentation.
- 5 Enter a title for the document.
- 6 Enter the name of the folder where you want to store the document.
- 7 You can enter keywords for the document.

When the transfer is complete, the Document Transfer menu appears. You can then edit, print, or refile the document just like any other WPS-PLUS document.

Sending Documents to DEC Workstation (SD)

Use the Send document to DEC workstation (SD) option to copy a document from your File Cabinet to your DEC workstation. The copy goes onto the workstation diskette. You then have copies of the document on the workstation diskette and in the File Cabinet.

You can copy the document into a workstation document that already exists by overwriting the existing document, or by inserting the new information at the top or the bottom.

To copy a document from your WPS-PLUS File Cabinet to your DEC workstation:

- 1 Select the document you want to send to the DECmate.
- 2 Enter **SD**.
- 3 Enter a title or number for the document you want to create on your workstation or accept the information shown on your screen.
- 4 Enter the number of the drive containing the diskette you want to store the document on.
- 5 If the document already exists on the workstation diskette, enter **O**, or **T**, or **B** to overwrite the existing document or insert the new information at the top or bottom.
- 6 Enter your workstation password if necessary. For more information about passwords, see your workstation documentation.

When the transfer is complete, the WPS-PLUS Document Transfer menu appears. You can then use your DEC workstation to edit, print, or refile the document as with any other workstation document.

Receiving Documents from VMS (RV)

Use the Receive a document from VMS (RV) option to copy a file from your VMS directory into your File Cabinet.

To transfer a VMS file into your WPS-PLUS File Cabinet:

- 1 Enter **RV**.
- 2 Enter the name of the VMS file you want to transfer in this form:
[directory]filename.ext
For more information, see your VMS documentation.
- 3 Enter the document information in the appropriate form fields.

Your File Cabinet receives a copy of the VMS file. Once the document exists in your File Cabinet, you can work with the document.

Receiving Text Files from VMS

A text file (or ASCII file) is a file that contains text you can read and edit with VMS utilities.

When you first edit them with the WPS-PLUS Editor, text files from VMS have a Right Margin (R) ruler setting of 80. However, each line of a text file ends with a carriage return. To delete the carriage returns and rewrap the document, use GOLD PARA.

For more information on GOLD PARA, see *WPS-PLUS Editor Functions*.

Receiving WPS-PLUS or DX Files from VMS

If the file name you enter in the Receive from VMS form has a .WPL or .DX extension, it is a document created with WPS-PLUS or DECmate.

If you receive a file with a .WPL or .DX extension from VMS, the document you create contains the rulers and highlighting features it had when it was created with WPS-PLUS or DECmate.

Sending Documents to VMS (SV)

Use the Send a document to VMS (SV) option to copy a document to a VMS file.

To copy a WPS-PLUS document to a file in a VMS directory:

- 1 Select the document you want to transfer.
- 2 Enter **SV**.
- 3 Enter a VMS file specification in this form:
[directory]filename.ext

For more information, see your VMS documentation.

WPS-PLUS copies the current document into the specified VMS file. If you do not specify a directory, the copy goes into your WPS-PLUS default directory. You can now use the VMS system facilities to work with the file.

If you send two documents to the same file, VMS stores them both under the same file name with consecutive version numbers.

Converting Documents

Each time you transfer a document to VMS, you have the option of preventing conversion to ASCII format or of causing a different type of conversion.

To control document conversion, assign the appropriate extension:

- .DX produces or maintains DX (DECmate) format
- .WPL produces or maintains WPL (WPS-PLUS) format
- Any other extension causes conversion to ASCII format

Use WPL or DX format if you want the document to retain its WPS-PLUS attributes (for example, bolding or highlighting). Otherwise, the transfer will convert the document to ASCII format and the WPS-PLUS attributes will be lost. While a document is in WPL or DX format, however, you cannot edit it with VMS utilities.

If you will be editing the document on any product that follows the DECdx standard, convert the document to DX format.

You may need to transfer a document twice to get the results you want. For example, suppose you have sent a WPS-PLUS file to a VMS directory and preserved its format by assigning a .WPL extension. Since sending the document to VMS, you have deleted the document from your File Cabinet. Now you need to edit the VMS file with VMS utilities. To convert the file to ASCII format, use the Receive a document from VMS (RV) option to transfer the file to the WPS-PLUS File Cabinet, then use the Send a document to VMS (SV) option to transfer the resulting document to VMS but do not assign a .WPL extension. You now have an ASCII document to edit.

NOTE: *A document transferred to a workstation with the Send Document to DEC workstation (SD) option changes to DX format during the conversion process.*

Transferring Documents to Other WPS-PLUS Users

You cannot send a .WPL document through the mail to other WPS-PLUS users, but you can make the document available to them by first transferring it to VMS.

To transfer a document to other WPS-PLUS users on your system:

- 1 Enter **SV**, assign a .WPL extension and send the document to VMS.
- 2 Note the directory and name of the VMS file.
- 3 Be sure the VMS directory has the correct protection to allow other users to copy files.
- 4 Inform the other users that they can use the Receive a Document from VMS (RV) option to copy the file into their File Cabinet.

For information about setting protection on VMS directories, see your system manager.

Restrictions on Document Transfer

This section contains software limitations on document transfer, and where they are available, workable solutions.

DECmate to WPS-PLUS/VMS

Keep in mind the following:

- Be sure that your lines of text are no longer than 256 characters. Longer lines are truncated during transfer.
- Avoid putting spaces between tabs in documents you will transfer. Spaces between tabs are converted incorrectly to hyphens during transfer.
- The Vertical pitch (VP) setting on the Printer Pagination form will change during transfer. Reset the Vertical pitch setting.
- The Select tray (SE) setting on the Printer pagination form will change during transfer. Reset the Select tray setting.

WPS-PLUS/VMS to DECmate

Keep in mind the following:

- Use 23 or fewer characters in the name field if you want to overwrite or append to a document on the DECmate. If 24 or more characters are used in the name field, the transfer creates a new document on the DECmate even if the 24+ character name matches an existing document on the DECmate.
- Use a maximum of 62 characters in the document title when transferring to a DECmate. Any characters after character 62 are dropped during transfer.
- Check and if necessary change the Select tray (SE) setting on the Printer Pagination form after the transfer. The Select tray value changes during transfer.
- When you transfer a WPS-PLUS/VMS document that contains a Two-Dimensional Editor diagram with shaded areas, the resulting document does not have any shading.
- You must use document names to transfer documents that have document numbers greater than 200. Any document transferred by document name must have a name that starts with an alphabetic character.

WPS-PLUS/VMS to VMS

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HOW TO CHOOSE A FURNITURE SET

CHOOSE THE RIGHT SET

When you are choosing a furniture set, you should first decide what style you like. There are many styles to choose from, such as modern, traditional, and contemporary. Once you have decided on a style, you can then choose the pieces that you want. It is important to choose pieces that will work well together and that you will like for a long time.

CHOOSE THE RIGHT MATERIALS

When you are choosing a furniture set, you should also consider the materials that the pieces are made of. There are many materials to choose from, such as wood, metal, and fabric. Each material has its own pros and cons, so it is important to choose the right material for your needs.

CHOOSE THE RIGHT COLOR

When you are choosing a furniture set, you should also consider the colors that the pieces are made of. There are many colors to choose from, such as neutral colors, bright colors, and patterned colors. It is important to choose colors that will complement each other and that you will like.

CHOOSE THE RIGHT SIZE

When you are choosing a furniture set, you should also consider the size of the pieces. There are many sizes to choose from, such as small, medium, and large. It is important to choose pieces that will fit in your room and that you will like.

CHOOSE THE RIGHT PRICE

When you are choosing a furniture set, you should also consider the price of the pieces. There are many prices to choose from, such as low, medium, and high. It is important to choose pieces that you can afford and that you will like.

When you are choosing a furniture set, you should also consider the quality of the pieces. There are many qualities to choose from, such as high quality and low quality. It is important to choose pieces that are made of high quality materials and that will last for a long time.

When you are choosing a furniture set, you should also consider the location of the pieces. There are many locations to choose from, such as living room, dining room, and bedroom. It is important to choose pieces that will fit in your room and that you will like.

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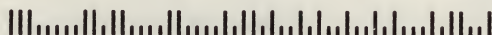
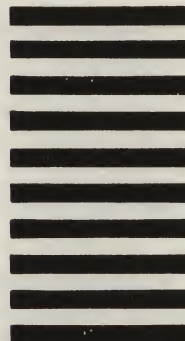
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